

Hancock County Health Department

Meeting Minutes

Thursday July 25, 2019

Opening

The regular meeting of the Hancock County Health Department was called to order at 5:30 pm on Thursday, July 25, 2019 in Carthage Il. by Nancy Krekel.

Present:

Karen Andrews	Jan Fleming
Karen Beeler	Edward Owen
Dale Quimby	
L. Joe Smith	
Monica Crim	

Absent:

Mark Strobe Andy Bastert

Others Present:

Amy Mc Callister, Administrator, Tasha Speers, Director of Finance.

Approval of Minutes:

Board Minutes for the April 2019 Meeting were read and a motion to approve the minutes was made by K. Andrews with a second by L. Smith. Motion was carried.

Public Comment: None

Fiscal and Administration Reports:

Amy reported on the grants that we have received and one's that the agency hasn't received, discussion of grant time frames, and that she's taken herself off of the grant because of word that we've received about if you're being paid with grant dollars you are not able to sign the grant expenditure reports. She completed her NACHHO e-learning class. Dental hygienist hired and left and the reasons why she left. Amy, Maureen, and Melita attended the conference in June. We attended a variety of different topics including but not limited to Communicable Diseases, Coalitions, etc. Phone system issues were discussed because a BOH member received a complaint regarding not receiving a call back after they left a message. We discussed posting a message on Facebook.

A motion to approve the Fiscal and Administration reports was made by K. Andrews with a second from M. Crim. Motion was carried.

Unfinished Business: None

New Business:

Travel Reimbursements

Travel Reimbursements for August, September, and October were reviewed. Motion carried with a role call. Projected Travel Reimbursements for August, September and October were then reviewed.

BOH Secretary Appointment

Melissa Pence was nominated to take the Secretary position. A motion to approve was made by K. Andrews with a second from M. Crim. Motion carried.

Home Health QAPI

Discussion regarding what we've been doing and what has been completed for the Emergency Preparedness area for cycle ending 6/30/2019 and Adverse Event Reports for the time frame of 4/1 to 6/30/2019. A motion to approve was made by K. Andrews with a second from K. Beeler. Motion carried.

FY 2019 HCHD Budget Change

Discussion regarding changing this year's budget to hire a RN before the end of the fiscal year since we've had different individuals leaving the agency. A motion to approve was made by K. Andrews with a second from D. Quimby. Motion carried.

FY' 20 Budget

Amy and Tasha reported the on the draft of the agency's budget that they put together for the Health Department. Proposed an pay raise increase included in the budget to start on December 8, 2019. A motion to approve was made by K. Andrews with a second from M. Crim. Motion carried.

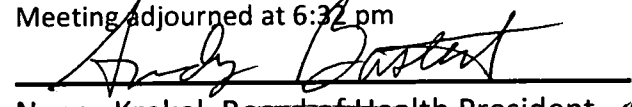
Tax Levy Request for the County Board

Amy suggested that they BOH request level funding from the County Board for TB tax levy of \$10,000 and for the Health Department's tax levy of \$321,000. A motion to approve was made by K. Andrews with a second from L. Smith. Motion carried.

Employee Handbook

Amy reported that some changes need to be made to the employee handbook but some more work needs to be done. So the board made a motion to table. A motion to approve was made by K. Andrews with a second from M. Pence. Motion carried.

Meeting adjourned at 6:32 pm



Nancy Krekel, Board of Health President ~~111~~

Andy Bastert, Board of Health Treasurer